

DECE Division of Early Care and Education	STATE OF WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES	
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	Key Words: CSAW; Co-Pay Types, Kinship, Guardianship	

CWW and CSAW Enhancements to Support Kinship Care Cases

To: Local Child Care Administrative Agencies

Subject: CWW and CSAW enhancements for Kinship and Guardianship cases

Purpose: This memo informs agencies of enhancements to the CWW Benefits Received page and CSAW enhancements to require the correct co-payment codes for kinship and guardianship cases.

Date: December 19, 2014

Details:

Previously, the Benefits Received page in CWW had two data fields for kinship care cases to account for three necessary policy requirements. The two fields were “Kinship Care” and “Kinship Care Court Order”.

Up to now, workers have been instructed to mark the “Kinship Care” field Yes, to indicate either that there is a kinship relationship or that the child is receiving the kinship payment. Workers have also been instructed to mark the “Kinship Court Order” field Yes, only if the first question is Yes, and there is a court document of any type placing the child in the home. However, CWW did not allow the combination of “Kinship Care” being No and “Kinship Court Order” being Yes. This has resulted in cases in which the financial eligibility test was incorrectly based on the natural or adoptive parent’s income at 200% FPL.

This new enhancement adds a field titled, “Kinship Relationship” to CWW. In addition, the “Kinship Care” field name has been renamed as “Kinship Care Payment” to more precisely identify this field only as the payment indicator. Also, the “Kinship Care Court Order” field name has been renamed to “Kinship Court Order” to more precisely identify this field only as the court order indicator.

CSAW will require the correct co-payment type as follows:

- (1) If the Benefits Received Page in CWW is set to the following:
 - a. Kinship Relationship = Yes
 - b. Kinship Care Payment = Yes
 - c. Kinship Court Order = Yes

In this scenario the financial eligibility test is based on the natural or adoptive parents’ income and is tested at 200% FPL and CSAW will require the KIN co-payment type.

List of Authorizations for a Case [Printable View](#)

List of Authorizations for a Case

Authorization Period

Begin Date *

End Date

Include deleted authorizations ☐

For CWW Configuration:
(1) Kinship Relationship = Yes
(2) Kinship Care Payment = Yes
(3) Kinship Court Order = Yes
CSAW will require the Kin co-payment type

Search >

Case Details

Case Number 8150792589 Agency 40
AG Status Open Primary Person Sherry Tree
Auth Worker ID XCTZ29 Review Date 12/31/2015
SMRF Date 6/30/2015

List of Authorizations for the Case as of 08/17/14

Child's Name	DOB	CATG	COPAY TYPE	AUTH TYPE	RATE	BEGIN DATE	END DATE	HRS	REL	SPL	TRM IND
Provider # / Name: 0800035530 - Encompass Location # / Name: 001 - Encompass Phone #:											
Sally Tree	01/04/09	PSCH	KIN	A	B	12/07/14	01/03/15	19	N	N	

[New Authorization](#)

[Comments\(00\)](#)

(2) If the Benefits Received Page in CWW is set to the following:

- Kinship Relationship = Yes
- Kinship Care Payment = Yes
- Kinship Court Order = No

In this scenario the financial eligibility test is based on the kinship caregivers' income and is tested at 185% FPL and CSAW will require the NCK co-payment type.

List of Authorizations for a Case [Printable View](#)

List of Authorizations for a Case

Authorization Period

Begin Date * 8/17/2014
When you enter the Begin Date only, authorizations with an End Date that is greater than the Begin Date will be displayed.

End Date

Include deleted authorizations ☐

For CWW Configuration:
(1) Kinship Relationship = Yes
(2) Kinship Care Payment = Yes
(3) Kinship Court Order = No
CSAW will require the NCK co-payment type

Case Details

Case Number 1150804611 Agency 40
AG Status Open Primary Person Boyd Tree
Auth Worker ID XCTZ29 Review Date 11/30/2015
SMRF Date 5/31/2015

List of Authorizations for the Case as of 08/17/14

Child's Name	DOB	CATG	COPAY TYPE	AUTH TYPE	RATE	BEGIN DATE	END DATE	HRS	REL	SPL	TRM IND
Provider # / Name: 0800035530 - Encompass Location # / Name: 001 - Encompass Phone #:											
Brian Tree	01/10/09	PSCH	NCK	A	B	12/07/14	01/03/15	19	N	N	

[New Authorization](#)

[Comments\(00\)](#)

- (3) If the Benefits Received Page in CWW is set to the following:
- Kinship Relationship = Yes
 - Kinship Care Payment = No
 - Kinship Court Order = Yes

In this scenario the financial eligibility test is based on the kinship caregivers' income and is tested at 185% FPL and CSAW will require the KIN co-payment type.

List of Authorizations for a Case [Printable View](#)

Authorization Period

Begin Date * 8/17/2014
When you enter the Begin Date only, authorizations with an End Date that is greater than or equal to the Begin Date will be displayed.

End Date
When the End Date is entered, the authorization will be displayed for the time period between the Begin Date and the End Date.

Include deleted authorizations ☐

Case Details

Case Number 3150792932 **Agency** 40
AG Status Open **Primary Person** Val Tree
Auth Worker ID XCTZ29 **Review Date** 10/31/2015
SMRF Date 4/30/2015

List of Authorizations for the Case as of 08/17/2014

Child's Name	DOB	CATG	COPAY TYPE	AUTH TYPE	RATE TYPE	BEGIN DATE	END DATE	HRS	REL	SPL IND	TRM
Provider # / Name: 0800035530 - Encompass											
Location # / Name: 001 - Encompass											
Phone #:											
Vick Tree	01/04/09	PSCH	KIN	A	B	12/07/14	01/03/15	19	N	N	

[New Authorization](#)

[Comments\(00\)](#)

- (4) If the Benefits Received Page in CWW is set to the following:
- Kinship Relationship = Yes
 - Kinship Care Payment = No
 - Kinship Court Order = No

In this scenario the financial eligibility test will be based on the kinship caregivers' income and is tested at 185% FPL and CSAW will require the NCK co-payment type.

List of Authorizations for a Case [Printable View](#)

List of Authorizations for a Case

Authorization Period

Begin Date * 8/17/2014
When you select a date, the end date must be greater than or equal to the begin date.

End Date
When you select a date, the end date must be greater than or equal to the begin date.

Include deleted authorizations ☐

Case Details

Case Number 5150792951
AG Status Open
Auth Worker ID XCTZ29

Agency 40
Primary Person William Tree
Review Date 10/31/2015
SMRF Date 4/30/2015

List of Authorizations for the Case as of 08/17/14

Child's Name	DOB	CATG	COPAY TYPE	AUTH TYPE	RATE TYPE	PLN DATE	END DATE	HRS	REL	SPL	TRM IND
Provider # / Name: 0800035530 - Encompass Location # / Name: 001 - Encompass Phone #:											
Walter Tree	01/04/08	PSCH	NCK	A	B	12/07/14	01/03/15	19	N	N	

[New Authorization](#)

[Comments\(00\)](#)

For CWW Configuration:
(1) Kinship Relationship = Yes
(2) Kinship Care Payment = No
(3) Kinship Court Order = No

CSAW will require the NCK co-payment type

Co-payment type restrictions have been reinstated in CSAW as a result of the addition of a new Kinship Relationship field on the CWW Benefits Received page.

The Child Care Policy Manual Chapters 1 and 3 and the CSAW Authorization Management User Guide will be updated to reflect these changes.

Contacts:

For Child Care policy questions outside of Milwaukee County: Bureau of Regional Operations (BRO), Child Care Coordinators at:

http://dcf.wisconsin.gov/regional_operations/pdf/contact_list.pdf

For Child Care CARES/CWW, CSAW and CCPI IT systems processing questions statewide and policy questions in Milwaukee County: Child Care Help Desk at childcare@wisconsin.gov or (608) 264-1657.